

[www.oshpd.state.ca.us/fdd](http://www.oshpd.state.ca.us/fdd)

Phone (916) 654-3362 FAX (916) 654-2973  
Phone (916) 324-9090 FAX (916) 324-9145 (North and Central Region)  
Phone (213) 897-0166 FAX (213) 897-0168



Note: Required on the first of February, May, August, November and at project completion or when services in connection with the project are terminated for any reason. (See Part 1, title 24, CCR, Section 7-151)

<b>A</b>	Name of Facility:		<b>OSHPD #</b>  <u><b>Office Use Only</b></u>	
	Address - Street:			
	City:	County: State: Zip:		
	Title of Project (45 Characters max.)	Applicant Job #:		
<b>B</b>	This report includes all construction work to the _____ day of _____ 20____			
<b>C</b>		% Complete		% Complete
	Preliminary		Partitions	
	Grading and Earthwork		Carpentry – rough	
	Piles and Caissons		Finish Carpentry and Cabinets	
	Concrete Work – Foundations		Fire Call System	
	Concrete Work – Structural		Nurses’ Call and Communications System	
	Concrete Work – Non-Structural		Kitchen Equipment	
	Guniting Work		Fixed Equipment	
	Structural Steel		Radiology Equipment	
	Masonry – Structural		Radiological Protection	
	Masonry – Veneer		Elevators	
	Plumbing		Conveyors and Pneumatic Tube Systems	
	Fire Sprinklers		Ceiling Finish (Plaster, Acoustic Tile, etc.)	
	Heating and Ventilation		Floor Finishes	
	Electrical		Painting and Wall Coverings	
	Windows, Glass and Glazing		Other	
Roofing		<b>ESTIMATED TOTAL PROJECT COMPLETION</b>		
<b>D</b>	I hereby declare that, to the best of my personal knowledge the work performed and the materials used and installed during the period covered by this report, are in compliance with the approved contract documents and any approved change orders, <b><u>except as noted below.</u></b>			
(Attach additional pages if necessary)				

Date:

☐ Architect      ☐ Structural Engineer      ☐ Mechanical Engineer      ☐ Electrical Engineer      ☐ Contractor      ☐ Inspector of Record

Registration Number:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT****FACILITIES DEVELOPMENT DIVISION**1600 9<sup>th</sup> Street, Room 420 ~ Sacramento, California 958141831 9<sup>th</sup> Street ~ Sacramento, California 95814

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## INSTRUCTIONS FOR VERIFIED REPORT FORM (OSH-FD-123)

Do not write in areas designated for "Office Use Only."

**Who Must File:** The Individual shown as having general responsible charge of observation of the work of construction on the application for approval of plans and specifications, Item "F" of Form OSH-FD-121, is responsible for the submission of this report to OSHPD. He/she is also responsible for providing the preprinted forms to delegated disciplines. If responsibility for observation of any portions of the work of construction was delegated (Form OSH-FD-121 / Item I) to others, this report must be signed by those so delegated that responsibility prior to submission to OSHPD.

**NOTE: ONLY MANUAL SIGNATURES ARE ACCEPTABLE.**

- A. Enter name as it appears on the facility license. Enter street address, city, county, state and zip code (five or nine digit zip code as applicable). Enter title of Project and Applicant job number – if the facility has a numbering system for projects.
- B. Indicate the last day the project was observed.
- C. Enter a percent complete between 1 and 100 for each aspect of the work for which you are professionally responsible and enter an estimate of overall completeness of your specific area of project responsibility. The individual shown as having general responsible charge is required to provide an estimate of the completeness of the entire project.
- D. The compliance statement applies only to the work for which the individual signing the report is responsible.

The term **"personal knowledge" as applied to the architect or registered engineer**, or both, means personal knowledge, which is the result of such general administration of construction as is required and accepted of, and for, such persons in the construction of buildings. Such persons shall; however, use reasonable diligence to obtain the information required.

The term **"personal knowledge" as applied to the contractor**, means the personal knowledge which is obtained from the construction of the building. The exercise of reasonable diligence to obtain the facts is required.

The term **"personal knowledge" as applied to the inspector**, means the actual personal knowledge of the inspector obtain by his personal observation of the work of construction at the construction site in all stages of progress.

Note any items that require corrective action in order for the project to be in compliance with the approved plans and specifications, or any condition, which has or will materially alter the orderly completion of the project should be noted.